

## CONTRACT REVIEW SHEET

Person Sending: Billy Wasson	Department Name: Courthouse Square
Date Sent: 12/28/98	

**The attached:** (CIRCLE ONE)

Contract      Amendment # 3      Grant      Lease

INCOMING FUNDS? YES NO (CIRCLE ONE)

If incoming funds you must attach a Revenue Management Sheet

<b>Contractors Name:</b>	Arbuckle Costic Architects, Inc.		
<b>Date From:</b> 11/25/98	<b>Date To:</b> 6/30/99		
Amount of Contract or Amendment: Not to exceed \$5,000.00			
If an Amendment, New Contract Total = \$			
Certificates of Insurance Attached:	Liability (circle one)  Yes No	Workers Comp (circle one)  Yes No	If no insurance attached, why not?

**Process taken to select contractor:**

Verbal quote: \_\_\_\_\_ Written quote: \_\_\_\_\_ RFP: \_\_\_\_\_ Competitive Bid: \_\_\_\_\_ Renewal: \_\_\_\_\_

(Attach copy for reference)

**Description of Contract Services:**

Additional Services for Arbuckle Costic Architects relating to LEED Green Building Rating System and recycled content of building materials for Courthouse Square project. Billing would be at an hour rate not to exceed \$5,000.00.

For Risk Management Use			
Date Risk Received: <u>2/8/99</u>	Date Scheduled on BOC Agenda <u>Consent 2/17/99</u>		
Authorization for Health Administration to sign on behalf of BOC:  yes <input type="radio"/> no <input checked="" type="radio"/>	Additional Comments: _____ _____ _____ _____		
Staff Review Signatures:			
<u>Peggy Mitchell</u> 2-9-99 Risk Management      date	Fiscal Services      date	<u>For Ellen Stronig</u> 10 February 1999 Legal Counsel      date	
General Services      date			

Returned to Department/ \_\_\_\_\_ for \_\_\_\_\_ signatures. Copy to Fiscal Services \_\_\_\_\_ /

AMENDMENT #3

TO  
CONTRACT FOR SERVICES FOR  
ARBUCKLE COSTIC ARCHITECTS

The Contract for Services between Marion County and Arbuckle Costic Architects dated Sept 15 1998 is amended as follows:

MAY 01 1998 (M)

Additional Services for Arbuckle Costic Architects relating to LEED Green Building Rating System and recycled content of building materials for Courthouse Square project. Billing would be at an hour rate not to exceed \$5,000.00.

See attached letter for more details.

All other provisions of the original agreement remain unchanged and in effect.

Signed this 17<sup>th</sup> day of February, 1999  
~~December, 1998.~~

Arbuckle Costic Architects

Signature

PRASIDONT

Title

Date

1/4/99

Tax ID #

93-1228023

Marion County

Billy Wasson

Salem Area Transit District

John Whittington

Approved as to Form:

Contracts Coordinator

Date:

2-9-99

Legal Counsel

Date:

10 February 1999

September 15, 1998

Billy Wasson  
Project Co-Coordinator/Director of Corrections  
Marion County  
4040 Aumsville Highway SE  
Salem, Oregon 97302

RE: LEED Green Building Rating System  
Recycled Content of Building Materials  
Courthouse Square  
Project No. 9828.030



Kim Arbuckle, AIA  
Alan E. Costic, AIA  
Walter E. Bensman, Jr., AIA  
Clayton Vorse, AIA  
Richard S. Rothweiler, AIA

**ARBUCKLE COSTIC ARCHITECTS, INC.**

363 State Street  
Salem, OR 97301-3533  
503/581-4114 Fax: 503/581-3655

Dear Billy:

On July 10, 1998, we wrote a letter outlining our concern that services relating to the above referenced issues were not included in our agreement for services. During the development team meeting Thursday, September 10, 1998, it was agreed that services required from Arbuckle Costic Architects and our consultants would be billed at the hourly rate set in our agreement with a not-to-exceed amount of \$5,000. Arbuckle Costic Architects will invoice the time and reimbursable expenses incurred by the firm and its consultants for this work monthly. If this arrangement is acceptable, please sign below and return one copy for our files. Should we anticipate that billings will exceed this level, we will approach the team for an increase in the not-to-exceed value.

Yours Sincerely,

Leonard Lodder, A.I.A.  
Architect

LL:al

cc: John Whittington, Salem Area Transit  
Craig Lewis, Melvin Mark Development Company

9828.1A

ARBUCKLE COSTI.  
OCT 05 1998  
RECEIVED

TO: Arbuckle Costic Architects, Inc.

We have read the above letter and agree to the terms stated herein. Arbuckle Costic Architects will submit monthly invoices for work completed. Payments are due and payable within twenty (20) days from the date of invoice. Amounts unpaid after thirty (30) days shall bear interest at the legal rate prevailing from time to time at the principal place of business of Arbuckle Costic Architects.

  
Billy Wasson, Marion County

9/28/98  
Date

  
John Whittington, Salem Area Mass Transit

10/1/98  
Date